

Bay County CPL Application Procedures New Applicants

1. Attend and pass an approved NRA certified CPL training course. Obtain NRA approved CPL training certificate stating, "This course complies with Sec. 5j of 1927 PA 372."
2. Go to the Sheriff's Department or County Clerk's Office to obtain your CPL application kit.
3. Obtain two 2"x2" passport quality photos of yourself. (No hats or sunglasses.)
4. Complete the application, providing the name, complete address and phone number of two (2) references. **DO NOT SIGN THE APPLICATION UNTIL PRESENT BEFORE THE CLERK'S OFFICE.**
5. Go to the County Clerk's Office with the \$105.00 application fee (cash, check or money order only), a valid driver's license or Michigan ID, your completed CPL application, passport quality photos, your original CPL training course certificate and a copy of your CPL training course certificate.
6. You will sign the application at the Clerk's Office and swear/affirm the information you provided on the application is true.
7. After applying for your CPL license, go directly to the Sheriff's Department to be fingerprinted. Take your receipt to show you paid the fees and submitted your application along with your valid driver's license or Michigan ID.
Fingerprints are only taken on Tuesdays, Wednesdays and Thursdays between the hours of 9:00 a.m. - 4:00 p.m.
8. Upon successful completion of your background checks, the County Clerk's Office will schedule you to appear before the Gun Board. You will be sent a postcard with the date, time and location of the meeting.

2012 Meeting Dates

Meetings begin at 10:00 a.m.
4th Floor Bay County Building

January 5, 2012
April 5, 2012
July 5, 2012
October 4, 2012

February 2, 2012
May 3, 2012
August 2, 2012
November 1, 2012

March 1, 2012
June 7, 2012
September 6, 2012
December 6, 2012

See back for changes to Michigan's CPL Law-Effective July 1, 2003